



Student Life Coordinator

Student Services

Vision/Narrative

Student Activities plans, develops, implements and manages student activities and student center programs. Through coordinating activities with staff and students, Student Activities will enrich college life for students and surrounding community through various events and activities.

Feedback from Supervisor / Dean

Because we have just hired a new staff person in this capacity, this is a good start for the coming year.



Program Objective 1: Increase participation in Gavilan campus events & activities

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2012-13

IEC Program Review:

No: first program plan

Progress:

Closed: Went from one officer to 10 by the end of the year. Started off with 3 for the upcoming year. Have been gradually improving in numbers

RESUBMITTED: See Academic Year 2017-18 Program Plan

Activity 1: Distribute a survey on campus events & activities

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 2: Develop a streamlined process for student events & activities

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 3: Create a campus wide activities calendar

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 4: Fill out evaluation for all events held

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 5: Conduct focus groups to assess new ways of engaging students.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 6: Facilitate campus events for all for students, faculty, staff, and administration.



Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
Events' supplies and food	\$ 1000.00	Categorical / On-Going
<i>Total Requested</i>	<i>\$ 1000.00</i>	

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		11
Budget Committee		
President's Council		



Program Objective 2: Develop a student handbook for clubs and other on-campus organizations

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2012-13

IEC Program Review:

No: This is the first program plan for my department

Progress:

Closed: Completed, adding additional fundraising material for clubs.

Activity 1: Research other campuses and compile student handbooks

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 2: Develop a student handbook

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 3: Print copies for campus community

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President		9
Budget Committee		
President's Council		